



*"...meeting community needs...enhancing quality of life."*

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**TO:** Finance Committee  
**FROM:** Jeri Ohman, Finance Director  
**DATE:** March 21, 2022  
**RE:** Request approval of final 2021 Budget adjustments

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In closing out 2021, the following funds showed expenditures in excess of budget. I am requesting budget adjustments to bring them back into compliance. All adjustments are fully fundable by revenues or fund balance within their respective funds.

Community Development Block Grant (CDBG) Fund

This fund accounts for the receipt and disbursement of Federal Community Development Block Grant proceeds. As a result of the actual grant awarded in 2021 being higher than estimated at the time the budget was prepared, a budget amendment is being requested to increase the grant revenue and related disbursements.

Emergency Shelter Grant Fund

The Emergency Shelter Grant Fund received awards during 2021 for COVID-19 response expenditures that were higher than estimated at the time the budget was prepared. The budget amendment records the additional grant funds received along with the related expenditures.

Housing Rehabilitation Grant Fund

The Housing Rehabilitation Grant program is funded by a combination of federal grants and repayments of past home improvement loans made through the program. At the time of budget preparation, the amount of these funding sources for the upcoming year are not certain, so an estimate is made. In 2021, the actual amounts received from both sources were higher than originally budgeted, thus a budget adjustment is being requested to record the increased revenues and related project expenses.

City Center Capital Projects Fund

In 2021, the City Center Capital Projects Fund included unspent 2019 bond proceeds that were intended for the purchase of election equipment. These purchases were completed in 2021. The requested budget adjustment reflects the use of bond proceeds and the related expense.

Thank you for your consideration of these budget adjustments. As always, feel free to contact me if you have questions.